

DATE: March 18, 2004

TO: CITY CLERK

FROM: El Paso Parks & Recreation Dept.
William Day
2 Civic Center Plaza
El Paso, Texas 79901

CITY CLERK DEPARTMENT
2004 APR 1 AM 8 36

Telephone No. (915) 541-4331
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

April 6, 2004

Item should read as follows:

El Paso Parks & Recreation to hold the El Paso Senior Games Cycling Event on April 14, 2004 from 9:00
a.m. to 10:00 a.m. Route: Start ½ mile west of Railroad on the bike lane of Loop 375 for a distance of 10
km. Approximately 25 persons will take part with no spectators. (District 4) [William Day-Parks &
Recreation]

SPECIAL INSTRUCTIONS:

PERMIT # 04-019

BUILDING PERMITS & INSPECTIONS USE Item No. _____

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☒ PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

☒ TXDOT

N/A STREET DEPARTMENT

N/A CIVIC CENTER

☒ COMPLETE

**REQUEST FOR TEMPORARY USE OF
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES**

Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

El Paso Parks & Recreation Dept.

(Person/Organization)

Contact Person:

William Day

Name

Between 8:00 AM - 5:00 PM

2. Type of Event: El Paso Senior Games Cycling event

(Moving)

☐ Parade

☐ Demonstration

☐ Foot Race/Walk

☒ Bike Race

☐ Other: _____

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: _____

3. Date of Event:

Wednesday, April 14, 2004

Total Time of Event:

from 9:00 AM to 10:00 am
(Time) (Time)

Time in which police traffic control services will be needed:

from 9:00 AM to 10:00 AM

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

4/6

4. Approximate number of participants:

25 Persons Vehicles Animals Other Specify:

*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators: NIL

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

Parks Dept Senior Game Competition

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: No

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP

Start at Km 0 at railroad & Loop 375,
continue on Loop 375 for a distance
of 10 km

Location of assembly area, if separate or different:

IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6th Floor, 541-4050, for more information.

8. Amplification devices to be used: Yes X No
Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6th Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

Parks & Rec Staff

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

RELEASE: In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Signature of Applicant

Date

March 17, 2004

For

(Organization/Sponsor, if any)

City of El Paso, Parks & Recreation Dept.

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

For Office Use Only

Event: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

\$15.75 Fee Paid: JOURNAL ID#0000108856

\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

PERMIT

EVENT: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING
EVENT

LOCATION RAILROAD AND LOOP 375

DATE OF EVENT: APRIL 14, 2004 FROM 9:00 A.M. TO 10:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

TRANS-
MOUNTAIN

Loop 375

RAILROAD DRIVE

✓
START
km 0

N/S FREEWAY

FINISH

^
km 10

N
↑



Report ID: GLC7501

PeopleSoft Financials
JOURNAL ENTRY DETAILPage No. 1
Run Date Mar/17/2004
Run Time 3:01:30 PMUnit: COFEP
Journal ID: 0000108856
Date: Mar/17/2004
Description: PARADE PERMIT. EL PASO SENIOR GAMES CYCLING EVENT
WEDNESDAY APRIL 14,2004.Ledger Group: ACTUALS
Source: JXT
Reversal: N
Reversal Date:Journal Status: P
Budget Status: V
Foreign Currency: USD
Rate Type: CRRNT
Effective Date: Mar/17/2004
Exchange Rate: 1.00000000

Line #	Account	Fund	DeptId	Class	Bdgt Period	Pjlt/Grant	Activity ID	Res Type	Res Cal	Jnl Line Reference	Statistics Amt	Base Amount
ACTUALS												
1	503116	16327	51510834	51102		P500227	OTHER					15.75 USD
			Description:	RECREATIONAL SUPPLIES						Open Item Key:		
2	101000	16327	51510834	51102		P500227	OTHER					-15.75 USD
			Description:	POOLED CASH AND INVESTMENTS						Open Item Key:		
3	101000	01101	36010119									15.75 USD
			Description:	POOLED CASH AND INVESTMENTS						Open Item Key:		
4	404123	01101	36010119									-15.75 USD
			Description:	PARADE PERMITS						Open Item Key:		

Totals for Journal: 0000108856

Total Lines: 4

Total Base Debits: 31.50

Total Base Credits: 31.50

End of Report

For Office Use Only

Event: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

\$15.75 Fee Paid: JOURNAL ID#0000108856
\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department
☒ Fire Department *MC*
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
____ Street Department
____ Civic Center

Comments:

PERMIT

EVENT: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

LOCATION RAILROAD AND LOOP 375

DATE OF EVENT: APRIL 14, 2004 FROM 9:00 A.M. TO 10:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

\$15.75 Fee Paid: JOURNAL ID#0000108856
\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
____ Street Department
____ Civic Center

Comments:

Sun Metro has no objection to the event.

L. Rojas 3/18/04

PERMIT

EVENT: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

LOCATION RAILROAD AND LOOP 375

DATE OF EVENT: APRIL 14, 2004 FROM 9:00 A.M. TO 10:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

\$15.75 Fee Paid: JOURNAL ID#0000108856
\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

Pa

PERMIT

EVENT: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING
EVENT

LOCATION RAILROAD AND LOOP 375

DATE OF EVENT: APRIL 14, 2004 FROM 9:00 A.M. TO 10:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR

For Office Use Only

Event: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING EVENT

\$15.75 Fee Paid: JOURNAL ID#0000108856

\$21.00

City Council Hearing: APRIL 6, 2004

Copy to:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☒ Parks Department

☒ Engineering-Traffic Div.
☒ Highway Department
☐ Street Department
☐ Civic Center

Comments:

Traffic Has No Objections To Proposed
Event. Traffic Control By Police Officers

3/19/04

PERMIT

EVENT: EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING
EVENT

LOCATION RAILROAD AND LOOP 375

DATE OF EVENT: APRIL 14, 2004 FROM 9:00 A.M. TO 10:00 A.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: _____ Permit No.: _____

R. Alan Shubert, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR



Texas Department of Transportation

13301 GATEWAY BLVD. WEST • EL PASO, TEXAS 79928-5410 • (915) 790-4200

March 22, 2004

Subject: Bike Race

Control: 2552-2

Highway: LP 375

County: El Paso

Mr. William Day
El Paso Parks & Recreation Department
2 Civic Center Plaza
El Paso, Texas 79901-1196

Dear Mr. Day:

Reference is made to your application of March 18, 2004 requesting use of Purple Heart Memorial Hwy., for the proposed El Paso Senior Games Cycling Event on Wednesday, April 14, 2004.

It is not our desire to discourage this activity, but we need to stress the outright danger involved in using state highways for this type of activity. We must, in good judgment, recommend against the use of these highways for the proposed El Paso Senior Games Cycling Event. If, after consideration of the danger and liability involved, your organization remains resolute in its intentions, then this department can only suggest you comply with the following guidelines to provide safety for the event:

1. The local authorities, El Paso Police Department, shall provide adequate traffic control throughout portions of the El Paso Senior Games Cycling Event. This shall include advance warnings to motorists and motorized escorts by police units to ensure that the traveling public is aware of participants as well as more areas of safety by slowing down motorists.
2. Preparation and termination areas of event shall be located off the highway right-of-way.
3. It is recommended the event proceed in the same direction as the normal traffic flow.

If you have any questions concerning this matter, please contact Mr. Raymond Lucero at (915) 790-4308.

Sincerely,

Edgar E. Fino, P.E.
Traffic Engineer

: Mo

COPY

For Office Use Only

Event: **EL PASO PARKS & RECREATION DEPT SENIOR GAMES
CYCLING EVENT**

\$15.75 ☐ Fee Paid: **JOURNAL ID#0000108856**
\$21.00 ☐ Date

City Council Hearing: **APRIL 6, 2004**
Date

Copy To:

☒ Police Department
☒ Fire Department
☒ Sun Metro
☐ Parks Department

☒ Traffic & Trans. Dept.
☒ Highway Department
☐ Street Department

Comments:

The El Paso Police Department has no objections with this event.

The Department will police the event with 1 officers and 1 vehicles.

Estimated cost to city: \$50.00 Estimated cost to applicant: \$0.00

PR 04-019

PERMIT

EVENT **EL PASO PARKS & RECREATION DEPT SENIOR GAMES CYCLING**

LOCATION: **RAILROAD AND LOOP 375**

DATE OF EVENT: **APRIL 14, 2004 FROM 9:00 AM TO 10:00 AM**

CITY COUNCIL ACTION: Approve Disapprove Approve w/ Mod

Date Permit Issued: Permit No.:

Building Permits & Inspections Director

JOE WARDY
MAYOR



CITY COUNCIL

SUSAN AUSTIN
DISTRICT NO. 1

ROBERT A. CUSHING, JR.
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO
DISTRICT NO. 3

JOHN COOK
DISTRICT NO. 4

DANIEL S. POWER
DISTRICT NO. 5

PAUL J. ESCOBAR
DISTRICT NO. 6

VIVIAN ROJAS
DISTRICT NO. 7

ANTHONY COBOS
DISTRICT NO. 8

THIS IS NOT A PERMIT

March 24, 2004

El Paso Parks & Recreation Dept.
William Day
2 Civic Center Plaza
El Paso, Texas 79901

FROM: BUILDING PERMITS & INSPECTIONS

SUBJECT: Application for use of City Streets/Sidewalks (in connection with a Parade, Walk, Run, etc.)

THIS IS ONLY A RECOMMENDATION FROM BUILDING PERMITS & INSPECTIONS TO THE MAYOR AND COUNCIL, THEY WILL MAKE FINAL DETERMINATION AT THE CITY COUNCIL MEETING, APRIL 6, 2004 AT 9:00 A.M. WE RECOMMEND A REPRESENTATIVE BE PRESENT TO ANSWER ANY QUESTIONS THAT CITY COUNCIL MAY HAVE.

REQUEST:

El Paso Parks & Recreation to hold the El Paso Senior Games Cycling Event on April 14, 2004 from 9:00 a.m. to 10:00 a.m. Route: Start ½ mile west of Railroad on the bike lane of Loop 375 for a distance of 10 km. Approximately 25 persons will take part with no spectators. (District 4) [William Day-Parks & Recreation] Permit No. 04-019

RESPONSES:

NO OBJECTIONS FROM FIRE, SUN METRO, PARKS, AND TRAFFIC/ENGINEERING. TX-DOT FORM LETTER. THE EL PASO POLICE DEPARTMENT HAS NO OBJECTIONS WITH THIS EVENT. THE DEPARTMENT WILL POLICE THE EVENT WITH 1 OFFICER AND 1 VEHICLE. ESTIMATED COST TO CITY: \$50.00 ESTIMATED COST TO APPLICANT: \$0.00. THE OFFICE OF BUILDING PERMITS & INSPECTIONS RECOMMENDS APPROVAL.

R. ALAN SHUBERT, P.E.
BUILDING PERMITS & INSPECTIONS DIRECTOR